



STATE OF TENNESSEE
DEPARTMENT OF FINANCE AND ADMINISTRATION
DIVISION OF CAPITAL PROJECTS & REAL PROPERTY MANAGEMENT
OFFICE OF THE STATE ARCHITECT
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DAVE GOETZ
COMMISSIONER

MICHAEL A. FITTS, FAIA
STATE ARCHITECT

DESIGNER SELECTION PROCEDURE

The general procedure for designer selection on State of Tennessee construction projects is as follows:

1. The Department or Agency involved submits the names of three design firms for recommendation to the Executive Sub-Committee of the State Building Commission.
 - a) Regional designers are considered for regional projects (i.e., West Tennessee firms to do West Tennessee projects; Middle Tennessee firms for Middle Tennessee projects, etc.)
 - b) Only Tennessee firms are normally considered *unless* there is a specific need for expertise not available within the State.
 - c) Tennessee licensure is required
2. The Executive Sub-Committee then makes a single recommendation to the full Commission.
3. The State Building Commission acts on the Sub-Committee's recommendation.

Enclosed are the following to assist you in your marketing efforts:

1. A listing of the Departmental contact persons involved in the submission of recommendations to the State Building Commission
2. A listing of the State Building Commission membership
3. A timeline to assist you with your marketing efforts

If you would like to discuss this matter with me further, please call my assistant, Georgia Martin, at (615) 741-2388 to schedule a time.

STATE AGENCY CONTACTS

DEPARTMENT / agency	CONTACT	PHONE	E-mail
AGRICULTURE	Larry Maxwell	837.5175	Larry.Maxwell@state.tn.us
TN Board of Regents	Jerry Preston	366.4434	jpreston@tbr.state.tn.us
Children's Services	Jim Gordon	741.7269	James.Gordon@state.tn.us
Correction	Tom Giese	741.1000 #3007	Tom.giese@state.tn.us
Education	Tom Fusco	532.1681	Tom.fusco@state.tn.us
Environment & Conservation	Dwight Hensley	532.0044	Dwight.Hensley@state.tn.us
Finance & Administration	Charles Garrett	741-7865	Charles.garrett@state.tn.us
General Services	Randall Jones	741.9380	Randall.jones@state.tn.us
Health	Peggy Wilson	532.5326	Peggy.s.Wilson@state.tn.us
Human Services	Jerry Barlar	459-6811 x220	Jerry.D.Barlar@state.tn.us
Labor and Workforce Development	Chester Lowe	741.2410	Chester.lowe@state.tn.us
Mental Health & Developmental Disabilities	Ralph Mickle	532.6658	Ralph.mickle@state.tn.us
Military	John Phillips	313.0620	John.Phillips@tn.ngb.army.mil
Safety	Lt. Don Nicholson	687.2401	Donald.G.Nicholson@state.tn.us
TN Bureau of Investigation	Lanny Wilder	744.4402	Lanny.wilder@state.tn.us
TN Wildlife Resources Agency	Les Haun	781.6547	Les.haun@state.tn.us
Transportation	Carl Cobble	741.2027	Carl.cobble@state.tn.us
University of Tennessee	George Criss	(865) 974.2231	gcriss@utk.edu
Veterans Affairs	Al Kovash	741-4951	Allen.kovash@state.tn.us

STATE BUILDING COMMISSION MEMBERS

Governor Phil Bredesen
First Floor, State Capitol
Nashville, TN 37243 741-2001

Lieutenant Governor John S. Wilder
Speaker of the Senate
Suite 1, Legislative Plaza
Nashville, TN 37243 741-2368

Speaker Jimmy Naifeh
House of Representatives
Suite 19, Legislative Plaza
Nashville, TN 37243 741-3937

Commissioner Dave Goetz**
Department of Finance and Administration
First Floor, State Capitol
Nashville, TN 37243 741-2401

John G. Morgan**
Comptroller of the Treasury
First Floor, State Capitol
Nashville, TN 37243 741-2501

Riley Darnell**
Secretary of State
First Floor, State Capitol
Nashville, TN 37243 741-2819

Dale Sims**
State Treasurer
First Floor, State Capitol
Nashville, TN 37243 741-2956

(Dale Sims is the lead contact person for the Executive Sub-Committee regarding designer selection. His office maintains a database of design firms and distributes to them the proposed Capital Budget every year to assist them with their marketing efforts)

***Executive Sub-Committee members*

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Chief Staff Officer: Michael A. Fitts, FAIA, State Architect
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mike.fitts@state.tn.us

DESIGNER MARKETING TIMELINE

OCTOBER - DECEMBER	<ul style="list-style-type: none">• Departments and Agencies recommend capital projects to the State Budget Office for inclusion in the Governor's budget request to the State Legislature for the next fiscal year ("Wish List")
January - February	<ul style="list-style-type: none">• The Governor and his/her Budget Office review the submitted requests and develop a list of recommended projects that are included in his/her budget request to the Legislature.• The list of projects recommended by the Governor is forwarded by the State Treasurer to all designers who have indicated an interest in providing design services for State projects ("First Cut").• Designers can begin their marketing for specific projects.
March - June	<ul style="list-style-type: none">• Department and agencies begin their consideration of designers for specific projects identified in the budget request.• Designers continue marketing.• The Legislature considers the Governor's budget request and approves as presented or with modifications ("Final Cut").
June – August	<ul style="list-style-type: none">• The majority of line-item projects in the capital budget are normally brought to the June, July and August State Building Commission meetings for project approval and designer selection ("Final Selection").